

**Minutes of the Regular Meeting of the Council of the Town of Gravelbourg
December 15, 2014.**

Present: Mayor: Edward Lagassé

Aldermen: Bob Bowler
John Vant
Darcy Stefiuk
Michel Vézina
Toos Giesen-Stefiuk
Sam Hawkins (absent at call to order; arrived at 8:10 pm)

CAO: Chris Costley

**Assistant
CAO:** Florence Martin

**HMC
Management:** Dean Yaremchuk
Larry Lang

Absent: N/A

Call to Order **A quorum** being present, Mayor Lagassé called the meeting to order at 7:30 p.m.

- 387/14** **Recording Clerk** **Vézina/Vant**
That Florence Martin be appointed recording clerk for this meeting.
Carried
- 388/14** **Agenda** **Stefiuk/Bowler**
That the agenda be adopted as amended at this meeting.
Carried
- 389/14** **Minutes of November 24/14** **Vant/Vézina**
That the minutes of the Council meeting held November 24, 2014 be adopted at this meeting.
Carried
- 390/14** **Tabled Resolution #374/14** **Stefiuk/Vant**
That the tabled resolution #374/14 be brought forward for consideration at this meeting.
Carried

Paul Boisvert, representing the Gravelbourg Tribune, arrived at 7:41 p.m.

- 391/14** **Janitorial Service Contract** **Stefiuk/Vézina**
That Denise Swanson be awarded the Janitorial Service Contract for 402 Main Street (Post Office Building – Lots 15-18 Block 18 Plan A1200) at a rate of \$1000 for 2015, \$1050 for 2016, and \$1100 for 2017, upon proof of security clearance from Canada Post; further, that the Mayor and CAO be authorized to sign the Janitorial Service Contract on behalf of the Town.
Carried
- Delegations:** Mike Eva and Tyler Kwiczak arrived at 7:57 p.m.
- Gravelbourg Lions Club - Outdoor Rink**
- Lions Club committed to the repair and maintenance of the outdoor rink (including water supply)
 - Outdoor rink presently out of service
 - Inquiry as to what is required to get it operational
 - Insurance is a potential cost to the town but Lions would consider reimbursement – request for more information
 - Lighting still in place and functional
- Sam Hawkins arrived at 8:10 p.m.
- Mike Eva and Tyler Kwiczak exited at 8:15 p.m.
- 392/14** **Outdoor Rink** **Giesen-Stefiuk/Bowler**
That the Town request that the outdoor rink located south of La Palestre be inspected by Building Inspector Allan Cooper of Cooper Holdings Ltd. so that he may provide an opinion on whether or not it is structurally safe for use as well as advise of any structural changes/repairs that may be required to have it approved.
Carried
- 393/14** **Christmas Hours** **Giesen-Stefiuk/Vant**
That the Town of Gravelbourg office hours for December 24, 2014 be from 8:00 a.m. to 3:00 p.m.
Carried
- 394/14** **SDCL Report – Water Samples** **Vant/Hawkins**
That SDCL reports for water samples collected November 24 (invoice #3198377), December 1 (invoice #3198873), and December 9, 2014 (invoice #3199544) be acknowledged as received.
Carried
- 395/14** **Bank Signing Authorization** **Hawkins/Vézina**
That signing officers for the Town be established as set out in Bylaw No. 1394/14 and further reiterated as follows:
1. **Innovation Credit Union Limited** (Hereinafter called the “Credit Union”) be and is hereby appointed to provide financial services to the Corporation;

2. That: **The Mayor or Deputy Mayor AND the Chief Administrative Officer (CAO) or the Assistant Chief Administrative Officer** or such person or persons who may be designated in writing by such officer(s) from time to time, is hereby authorized for and on behalf of the Corporation to:
 - a. execute and deliver a Financial Services Agreement to the Credit Union;
 - b. execute any and all other documents that may be required by the Credit Union in connection with the provision of the financial services;
3. That: **The Mayor or Deputy Mayor AND the Chief Administrative Officer (CAO) or the Assistant Chief Administrative Officer** make application to borrow money from the Credit Union upon the credit of the Corporation and execute all documents required by the Credit Union in connection with any loan granted to the Corporation;
 - a. mortgage, pledge or give security upon the property of the Corporation in connection with any loan or other liability or obligation of the Corporation to the Credit Union;
 - b. generally exercise all rights, powers and authorities which the directors may exercise under the Corporation's constating documents;
 - c. withdraw from the Credit Union any securities or property held by the Credit Union for safekeeping and give receipts therefore.
4. That the Chief Administrative Officer (CAO) or the Assistant Chief Administrative Officer be authorized to access the online banking for the Town of Gravelbourg, as well as make transfers between accounts of the Town of Gravelbourg in accordance with the performance of their duties.
5. The Credit Union is authorized and directed to pay all instruments bearing such signatures by means of facsimile, rubber stamp, lithograph or impressed thereon by mechanical means.
6. That this Resolution be communicated to the Credit Union and remain in force until an amending Resolution has been passed by the Board of Directors or Council and a copy thereof, properly certified, has been delivered to the Credit Union.

Carried

- 396/14** **SUMA Convention** **Stefiuk/Vant**
That the Town authorize that Sam Hawkins, Edward Lagassé, and Chris Costley attend the SUMA Convention in Saskatoon on February 1 – 4, 2015, at a total cost of \$375 each plus associated expense claims at the approved rates.
Carried
- Dean Yaremchuk presented a 2015 budget process recommendation for the Town of Gravelbourg (for information only).
- 397/14** **Curling Club Lease Agreement** **Stefiuk/Bowler**
That Council approve the Curling Club Lease Agreement between the Town of Gravelbourg and the Gravelbourg Curling Club as presented; further, that the Mayor and Chief Administrative Officer be authorized to sign the agreement on behalf of the Town.
Carried
- 398/14** **Salary Adjustment For Arena Operator** **Giesen-Stefiuk/Hawkins**
That Council adjust the hourly wage for Mr. Alan Schmidt from \$17.00/hour to \$17.50/hour, retroactive to his start date on October 14, 2014.
Carried
- 399/14** **Chinook Regional Library** **Giesen-Stefiuk/Vant**
That the Town request that JC Kenyon Engineering provide a quote for the provision of an engineering report on the design of the main floor of the Culturel Centre Maillard (based on blueprints) with specific emphasis on its weight capacity (and suitability for a library).
Carried
- 400/14** **Arena Candy Machines** **Hawkins/Vézina**
That the Town remove the candy machines at La Palestre Hockey Arena in accordance with the current Palestre Concession Contract between the Town and Gina Meacher.
Carried
- 401/14** **Town Office Basement Supports** **Stefiuk/Giesen-Stefiuk**
That the Town authorize the Manager of Public Works to place an order for sixteen teleposts, details of which left to his discretion, at a total cost of no more than \$5,000 (or \$312 each) for use in stabilizing underneath the main floor of the Town Office.
Carried
- 402/14** **Project Manager – Museum Projects** **Stefiuk/Giesen-Stefiuk**
That the Public Works Manager be appointed Project Manager of the elevator access landing project, airport quonset floor project, and caboose concrete pad project, acting on behalf of the Gravelbourg & District Museum, as was discussed by the Public Works Committee at the meeting held December 3, 2014.
Carried

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| 403/14 | Department Activity Reports | Vézina/Stefiuk That Council accept the Monthly Activity Reports for November (Chief Administrative Officer; Public Works; Economic Development and Tourism; Sports, Culture & Recreation; and Finance and Administration) as presented. Carried |
| 404/14 | Repeat Bylaw Violations | Stefiuk/Giesen-Stefiuk That the CAO contact the Bylaw Officer to request monitoring of the corner of 2 nd Avenue E and Magnan Street to address repeat bylaw violations; further, that the established precedent of a verbal warning followed by a written warning followed by a fine be recognized going forward until such time as a formal policy is adopted. Carried |
| 405/14 | Canada Post | Stefiuk/Hawkins That the CAO send a letter to Canada Post expressing Council's disapproval of the proposed Saturday closure. Carried |
| 406/14 | Public Works Committee | Stefiuk/Bowler That Council accept the minutes of the December 3, 2014 Public Works Committee meeting as presented. Carried |
| 407/14 | Gravelbourg Flying Club | Vézina/Stefiuk That Council accept the Gravelbourg Flying Club Monthly Balance Statement as at November 30, 2014 as presented. Carried |
| 408/14 | Economic Development & Tourism | Vezina/Hawkins That Council accept the minutes of the November 27, 2014 Economic Development & Tourism Advisory Committee as presented. Carried |
| 409/14 | SEDA Conference | Giesen-Stefiuk/Stefiuk That Council accept the Saskatchewan Economic Development Association (SEDA) Conference report as presented. Carried |
| 410/14 | Sports, Culture & Recreation | Vant/Hawkins That Council accept the minutes of the November 12, 2014 Gravelbourg & District Recreation Association meeting as presented. Carried |
| 411/14 | Accounts Payable | Vézina/Stefiuk That accounts payable in the amount of \$62,398.62 (batch #2014-00054) be approved; further, that the Payment Posting Audit Trail for batch #2014-00054 be attached to and form part of the minutes. Carried |

- 412/14** **Bank Reconciliation Nov. 30, 2014** **Giesen-Stefiuk/Hawkins**
That Council accept the bank reconciliations as at November 30, 2014, as presented, and that these be attached to and form part of the minutes.
Carried
- Committee of the Whole, Closed Session** **Bowler/Hawkins**
That Council recess to the Committee of the Whole, closed session, at 10:05 p.m., pursuant to Section 120 (2)(a) of *The Municipalities Act*.
Carried
- Florence Martin and Paul Boisvert exited the room at 10:05 p.m.
- Reconvene** **Bowler/Hawkins**
That Council move out of the closed session and reconvene the regular meeting at 10:45 p.m.
Carried
- 413/14** **Adjournment** **Bowler/Vant**
That this meeting be adjourned at 10:45 p.m.

Mayor/Deputy Mayor

Chief Administrative Officer